

**TENAKEE SPRINGS MUNICIPAL CODE**

**TITLE 12**

**PUBLIC WORKS**

Chapters:

12.01 **PUBLIC WORKS DEPARTMENT AND DIRECTOR**

**CHAPTER 12.01**

**PUBLIC WORKS DEPARTMENT AND DIRECTOR**

Sections:	12.01.010	<b>PUBLIC WORKS DEPARTMENT</b>
	12.01.020	<b>POWERS AND DUTIES OF THE DEPARTMENT</b>
	12.01.030	<b>DIRECTOR - DUTIES</b>
	12.01.040	<b>SANITATION DIVISION (RESERVED)</b>

**12.01.010 Public Works Department.** There shall be a Department of Public Works, the head of which shall be the Director of Public Works or the Facilities Manager who may be appointed by the mayor, such appointment to be confirmed by the City Council. The director of Public Works may create divisions in the Department of Public Works, with approval of the mayor, the officers of which shall be appointed by the mayor and under the direction of the Director of Public Works or the Facilities Manager. The number of employees shall be determined by, and each such employee shall be appointed by the mayor, except as he may delegate such power to the Director of Public Works or the Facilities Manager.

**12.01.020 Powers and Duties of the Department.** A. The Public Works Department, insofar as these functions are performed by city personnel, shall design, construct, reconstruct, repair and maintain all city buildings, bridges, viaducts, cemeteries, waterways, sewers, drains, levees, street facilities, parks and other recreational facilities and structures including alterations, replacements, additions and appurtenances thereto.

B As well as grade, maintain and improve all streets, alleys, trails, other public ways, sidewalks, and sidewalk areas; and construct, reconstruct, repair and maintain all pavements, curbs, gutters, and sidewalks.

C. Perform such other functions relating to the maintenance, repair, improvement and operation of the physical facilities owned or used by the city government as the mayor may prescribe consistent with the ordinances of the city

- 12.01.030 Director Duties.** A. The Director of Public Works or the Facilities Manager shall be responsible for all matters pertaining to construction, management, maintenance and operation of the physical properties of the city, including, but not limited to:
1. knowing the location of all tools belonging to the City of Tenakee Springs;
  2. hiring, firing and supervising workers on city Public Works projects and work detail;
  3. supervising other programs, as directed by the mayor or the City Council;
  4. advising of any new equipment needed or repairs on existing equipment;
  5. supervising the rental and operation of the loader-back hoe;
  6. conducting a yearly inventory on all city equipment and tools, etc.
- B. Be responsible for all planning in connection with such changes or improvements to the physical properties as are essential or desirable for the future growth of the city.
- C. See that no encroachments are made upon any street, public landing, place, square, land or ground of the city by fences, buildings, and otherwise.
- D. Maintain the city streets, public rights-of-way and sidewalks, as well as public lands, grounds and buildings under his jurisdiction.
- E. Provide for snow removal from the city street and from the plane dock, float and ramp, and for the sanding of the city street as necessary.

**12.01.040 Sanitation Division. (Reserved).**